



# Cabinet Secretary of Education and Superintendent of Schools

SEARCH PROSPECTUS



## ARCHDIOCESE OF MIAMI

MIAMI, FL

[www.miamiarch.org](http://www.miamiarch.org)

START DATE – JULY 2021

Partners in Mission School Leadership Search Solutions, LLC



## THE ARCHDIOCESE AT A GLANCE

The Roman Catholic Archdiocese of Miami includes Broward, Miami-Dade, and Monroe counties in the southern portion of Florida. The area includes a vast number of immigrants with Mass offered in at least a dozen languages in parishes throughout the archdiocese. Serving the archdiocese are 301 priests, 133 permanent deacons, 41 religious brothers, and 204 religious sisters who are members of various religious institutes. These priests, deacons, and religious serve a Catholic population in South Florida of 1,300,000 in 109 parishes and missions. The archdiocese offers a diverse set of educational offerings including a special needs school, archdiocesan and religious order-sponsored secondary schools, two universities and seminaries, and one virtual school, K-12. The archdiocese is led by Archbishop Thomas Wenski, the fourth archbishop of Miami, a native of south Florida.

## THE OFFICE OF CATHOLIC SCHOOLS IN THE ARCHDIOCESE OF MIAMI

Within the Archdiocese of Miami there are 47 elementary schools, one special needs school, 12 secondary schools (4 of which are owned by religious orders) and one virtual school, enrolling nearly 32,000 students. The elementary schools are accredited by the Florida Catholic Conference; the secondary schools are accredited by Cognia. While the archdiocese takes understandable pride in the academic excellence of our schools, it is the Catholic milieu of the schools and the commitment of Catholic

families to a Catholic education which is the most important characteristic in our schools.

The Catholic schools in the archdiocese benefit greatly from state-level, school-choice funding, which provides extraordinary opportunity for the economically disadvantaged to attend the schools. On average, the archdiocesan schools receive approximately \$56 million per year in state funding.

The Office of Catholic Schools is part of the Secretariat of Education, which includes the Offices of Catechesis and Lay Ministry.

## THE POSITION

The Cabinet Secretary of Education/Superintendent of Schools of the Archdiocese of Miami provides leadership, vision, and academic and operational direction for the system of schools in the southern portion of Florida. The primary focus for the next Cabinet Secretary of Education/Superintendent will be the continual pursuit of excellence in all matters related to Catholic education throughout the archdiocese. With his or her well-developed entrepreneurial mindset, the Cabinet Secretary/Superintendent will be skilled at identifying and implementing additional ways, both traditional and technology-based, to enhance curriculum and instruction and ensure that teachers and administrators receive the organizational support, financial resources, and professional development they need to create a rich, faith-filled and academic environment to optimize student achievement and a love of learning and faith in every child.

As an effective and dynamic communicator, the Cabinet Secretary/Superintendent will ensure that the mission and strategic focus of every school is well-defined and effectively blends with the mission and vision of the Archbishop. The Cabinet Secretary/Superintendent will work extensively in developing positive and productive relationships with the pastors of archdiocesan parishes and will seek an equally beneficial relationship with the academic and administrative leadership of the schools. He or she will work closely with a broad range of constituents, including the Archbishop, pastors and archdiocesan administrative leaders, limited jurisdiction boards (secondary school) and elementary school advisory boards, principals, teachers, pastors, families, and key donors to set a strategic direction for the Catholic school system and to build support for new initiatives focused on innovation and continuous improvement within every archdiocesan school community.

### FAST FACTS



**\$56m**

Annually in State School  
Choice Funding



**89%**

Catholic Students



**31,974**

Students Enrolled in 2020-21





As the executive leader and public face of Catholic education throughout the archdiocese, the Cabinet Secretary/Superintendent must display leadership mastery in the following requisite areas: driving Catholic identity, mission, spirituality, and culture expected in a Catholic elementary and secondary school setting; articulating and executing a vision that clearly defines direction and accountability for all; building strong stakeholder relationships that further develop constituent potential; executive presence and capacity that inspires board development and engagement, fiscal stewardship, and, with the support of the Archdiocesan Development Director, fundraising initiatives; and, expertise in operations and strategic planning.



The Cabinet Secretary/Superintendent will be an ardent advocate and subject matter expert in all domains of school advancement. The position reports to the Chancellor for Administration and Chief Operating Officer of the Archdiocese and has a dotted line reporting to the Archbishop.

## KEY OPPORTUNITIES AND CHALLENGES

- The next Cabinet Secretary of Education/Superintendent of Schools must focus on long-term strategic planning with an eye on the challenges posed by growth in the charter school sector. The leader must be equipped to articulate effectively the value-proposition of the Catholic schools in the archdiocese.
- The next leader must be sensitive to the role that technology can play in advancing the mission of Catholic education, in making it accessible to more students and schools, and the role it can have in innovative curricular models.
- The archdiocese has benefitted from significant funding in federal Title II and other program support in recent years. The leader must be ready to sustain this supplemental funding to provide needed student services and professional development for faculty and staff.





- The next leader must focus on the recruitment and retention of mission-aligned school leaders and teachers, including the implementation of a leadership succession-planning model at the school level.

## QUALITIES AND CHARACTERISTICS

- Practicing Catholic in communion with the Church, who is faith-filled and Christ-centered
- Servant leader that embraces, models, champions, and promotes the traditions and values of Catholic education
- Master's degree required; terminal degree preferred with a minimum ten or more years of recent and progressive leadership experience in the field of Catholic education required. Prior experience in a similar [arch] diocesan leadership position is a plus
- Executive presence to inspire confidence, passion, and persistence amongst all stakeholders in an ambitious, fast-paced, and results-oriented period of organizational change
- An accomplished change-agent with demonstrated success in addressing immediate organizational needs and long-term goals
- Exceptional communication, interpersonal, and public speaking skills while serving as the highly visible public face of Catholic education throughout the archdiocese in building constructive relationships with all stakeholders that inspire crucial support in all school advancement domains and initiatives
- Entrepreneurial mindset that finds new, creative, and effective ways to help school leaders develop solutions to challenges they face every day
- Proven business and financial acumen in understanding mission-critical functions of budgeting, financial management, and strategic planning.

## FAST FACTS



**2,792**

Number of Full-Time Professional Staff in the Catholic Schools



**99.5%**

Catholic High School Graduation Rate



**97%**

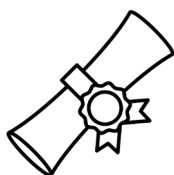
College Matriculation Rate from Catholic High Schools

## FAST FACTS



7

Blue Ribbon Schools



2

Catholic Education Honor  
Roll Schools

- Skilled at identifying, attracting, developing, and retaining high-quality professionals with a commitment and passion for delivering a transformational Catholic educational experience
- Ability to work effectively with individuals from diverse communities and cultures, while establishing immediate rapport and trust with all diocesan, school, parish, and philanthropic constituencies
- Accessible and approachable leadership style, with the capacity to relate to all internal and external constituents while being extremely visible and interactive throughout the archdiocese
- Inspirational, humble, and authentic mentor who instills leadership in others
- Fair, fun, and compassionate executive who embraces collaboration while leading with missionary zeal
- Team-builder across the system as well as a collaborator with the leadership team he or she is an integral member of
- Knowledgeable of best practices in the administration of schools, curricula, and educational technology and proactive with aligning strategy to meet current needs and future ones as forecasted

## APPLICATION PROCEDURE

- To apply, please submit the following four documents, confidentially, and as separate PDF attachments.
  - » Cover letter that aligns your experiences and skill sets with the current needs of the Archdiocese as you understand them
  - » Statement of Catholic educational philosophy
  - » Current resume with all appropriate dates included
  - » List of five references to include names, relationships, phone numbers, and email addresses (No references will be contacted without your knowledge and approval.)
- Please include "Archdiocese of Miami" in the subject field.



### ***Assemble all of the application materials in one email to:***

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Partners in Mission School Leadership Search Solutions is the retained search division of Partners in Mission, the nation's leading full-service consulting firm focused exclusively on developing excellence in Catholic school advancement and leadership. As partners among ourselves and with our clients' missions, we value, understand, and embrace the importance of Catholic education in our personal and professional lives — and remain committed to ensuring its strength and vitality for years to come. Engaged by religious and school communities, boards and dioceses, our team of dedicated search consultants have identified and secured mission-driven professionals to serve in a myriad of diverse Catholic school and diocesan leadership positions from Massachusetts to Hawaii.

[WWW.PARTNERSINMISSIONSLSS.COM](http://WWW.PARTNERSINMISSIONSLSS.COM)

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